

Pre-Visit Checklist: Asset Management Plan (AMP)

An asset management plan is a systematic approach for managing an organization's infrastructure and other assets to provide a framework for proper allocation of time and resources. In other words, it is a 'living' document that can help systems decide how and where to spend their resources in order to ensure the uninterrupted availability of safe drinking water to customers.

Prior to your scheduled meeting with DEQ, you will want to gather relevant data, which includes the following:

- A comprehensive map of your system (either GIS or paper maps)
- Any inventory of the system that has already been compiled

For the creation of this plan, an Asset is defined as any component of your water system that has value and is utilized by your system- this includes Pumps, Hydrants, Meters, Pipes, Valves, Storage Tanks, Wells, Intake Structures, any Monitoring or Treatment Equipment, etc., but can be expanded to include any equipment or infrastructure relevant to the system in question.

For each asset entered into the 'Asset Management Plan' you will need to provide:

- A description of the asset- including category, type, and size
- Installation date- this can be estimated
- Current Condition
- Repair and Maintenance (R&M) history- include scheduled or recent R&M
- Location- can be physical address or Longitude/Latitude coordinates
- Cost data- any costs associated with asset: initial installation cost, O&M cost, etc.

Asset Management plans are vital for making informed decisions on infrastructure acquisition, construction, operation, maintenance, renewal, replacement, expansion and disposal. Having a plan in place that is updated regularly will minimize risk, help manage costs, and ensure the continuous delivery of safe drinking water to customers. DEQ looks forward to meeting with you and providing technical assistance for your system. If you have any questions between now and our meeting- please do not hesitate to reach out to our Capacity Development section.

If you have any questions, please contact:

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